

Versa^{Jot} & Versa^{Pro}

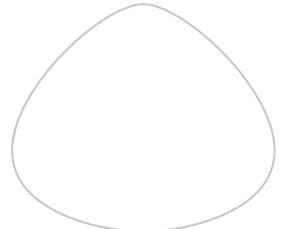
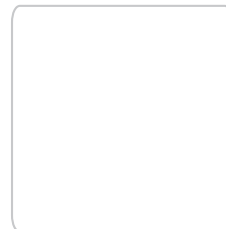
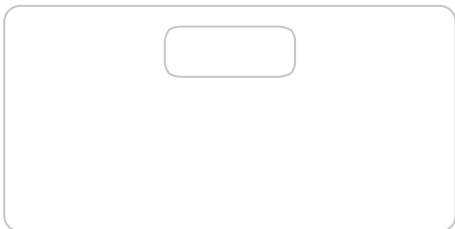
Certified Installers Installation Guide for
Pressure Sensitive, Self-Stick Adhesive Surfaces



Dry-Erase and Presentation Surfaces Maintained with EganCloth

- **Matte White Finish**
- **Low Gloss and Low Glare**
- **High Performance Dry-Erase**
- **Superior Data Projection**
- **No Ghosting**
- **No Shadowing**
- **Guaranteed-To-Clean**
- **Permanent Marker Cleans Off**
- **Dust-Free Whiteboarding with EganCloth**
- **10 Year Surface Warranty**

EVS features a non-permeable optical coating, fused to an exceptionally opaque white, polyester/polycarbonate support base (patents pending). The revolutionary surface is then laminated to a thick layer of Lexan™, providing dimensional stability. The resulting laminate is manufactured into several product formats to meet various customer requirements



Installation Guide for Pressure Sensitive, Self-Stick Adhesive Surfaces

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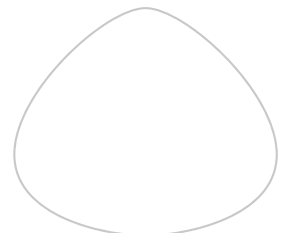
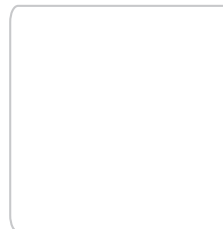
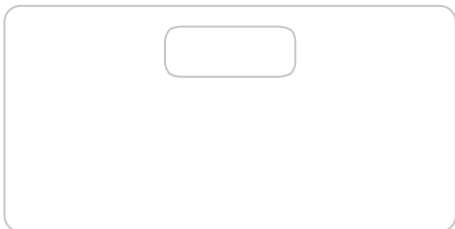
Reminder: For floor-to-ceiling, full-room, and similar complex installations, Egan Visual Inc. recommends the Egan Versa^{Wall}. A wallcovering professional will provide the expertise required to supply the fit, finish and expectations for projects at this level.

About The Cover: Specifying Versa^{Jot}

Existing walls and furniture may not be truly square. Egan Visual strongly recommends taking careful measurements to ensure a precision fit.

The cover image illustrates a properly specified Versa^{Jot} Auto CAD file:

A. Height; B. Width; C. Corner Radius; D. Notch Inset Horizontal; E. Notch Inset Vertical; F. Notch Width; G. Notch Corner Radius; H. Knockout Inset Horizontal; I. Knockout Inset Vertical; J. Knockout Diameter



IMPORTANT!

Factory Trained Installers are highly recommended

Egan Visual Inc. has taken great lengths to ensure that these installation instructions are clearly understood. Please read this document carefully.

All steps must be completed properly to ensure correct installation.

If any instructions are not clearly understood, please stop the installation and contact Egan customer service at 1-800-263-2387.

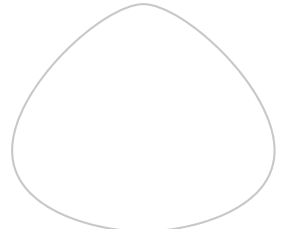
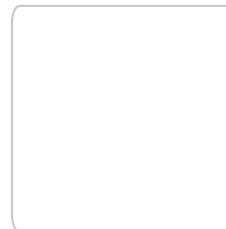
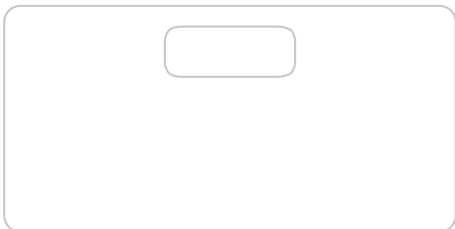
Notes

- Existing walls and furniture may not be truly square. Egan Visual strongly recommends taking careful measurements to ensure a precision fit.
- A typical installation of Versa^{Jot} will require one person, as long as the length of Versa^{Jot} does not exceed the installer's arm span. Larger pieces may require two people.
- Versa^{Pro} installations can be performed by two people. Versa^{Pro} is not recommended for installations greater than 120" long.
- Versa^{Pro} weighs approximately 1 lb. per linear foot, making long rolls of material heavy.
- Versa^{Jot} and Versa^{Pro} surfaces are supplied with pressure sensitive adhesive on its application side that allows for ease of installation.

Product Limitations

Versa surfaces are intended for indoor applications only. Due to the variety of surfaces to which they could be applied, **Egan Visual cannot guarantee adequate adhesion on all surfaces.** To assist in verification of surface compatibility with the Versa adhesive test samples are available. While we provide guidelines for the installation, it is the **end users responsibility** to ensure that the Versa surfaces are properly prepared and suitable for their application and for the quality of the installation **prior** to placing an order.

Egan Visual cannot guarantee the underlying surface to which the Versa surface is applied will not be affected by the adhesive—finishes such as paint might be stripped upon removal of the Versa surface.



Equipment

Materials Provided

- Release Liner pull-tabs (assists in separating the adhesive liner from the adhesive)

Literature Provided

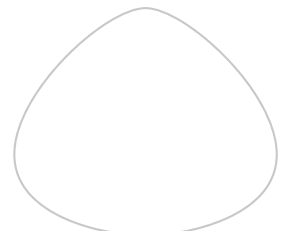
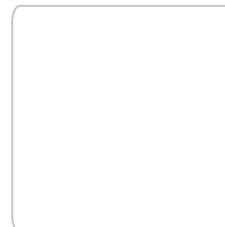
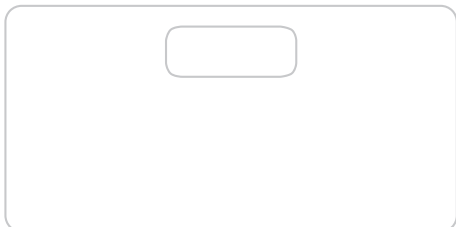
- Installation Instructions

Additional Tools Required

- Wallcovering Smoothing Applicator (Smoother)
- Rubber Blade Squeegee (Silk Screen Squeegee)
- Drywall compound
- 5" Drywall scraper
- Drywall primer
- Tape measure
- Sharp pencil
- Soft cloth
- Mild detergent/water mixture
- Hand sand block or orbital sander with 180–220 grit finishing sandpaper
- Cotton gloves with rubber grips
- Heavy duty utility knife, with extra blades
- 24" level or laser level
- A clear working area
- Step stool(s) (depending on the installation height)
- Painters tarp

Optional Tools

- A straight edge
- **Egan recommends use of the Versa Installation Caddy to support the weight of long rolls or Versa^{Pro}**



Egan Versa Inspection

Before proceeding with the product inspection, make sure you are working in a clean space, with enough room to spread out the entire Versa surface flat. This is especially important with the Versa^{Pro} surface, as it may pick up particles or debris when it is re-rolled after inspection.

Non-abrasive cloth-like materials are recommended to avoid damaging the surface.

Versa^{Jot}

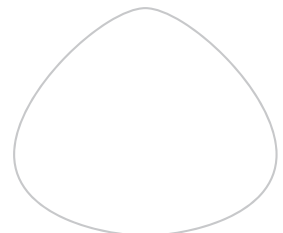
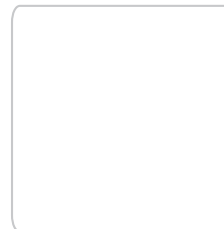
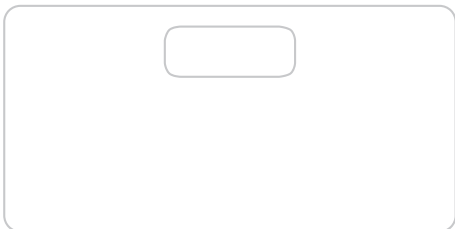
1. Remove the Versa^{Jot} from its packaging to begin product inspection.
2. You must confirm correct dimensions, and look for any shipping damages and imperfections in the surface.

Versa^{Pro}

1. Do not stand the Versa roll on its end as this will damage the machine-cut edge and the Versa surface.
2. Using rubber tipped cotton gloves (the edges can be sharp), remove the Versa^{Pro} roll from its packaging, and begin to unroll the entire length in a clean work area.
3. Unpack Versa material on to a clean flat surface to inspect before installation.
4. You must confirm correct dimensions, and look for any shipping damages and imperfections in the surface **prior to installation.**
5. Should damage be found, **STOP THE INSTALLATION IMMEDIATELY** and call Egan Customer Service at 1-800-263-2387. Shipping related damages must be reported by the buyer to the shipping carrier without delay.
6. Cut to installation size if applicable, and re-roll prior to installing.

Note

- Failure to report product damage to Egan Visual will void the warranty on the product.



Step 1 – Surface Preparation

The installation area for your Versa surface needs to be clean, dry, smoothly finished and free of mildew, grease, dust and stains.

Drywall Level 4 Preparation

The installation area must not have any bumps or protrusions as they will result in bumps in the finished installation. These must be sanded down before proceeding with the installation. Cracks or dents in wall installations should be filled with drywall compound, sanded, primed/sealed. Allow to dry completely, overnight at minimum.

Note: Deep patches may require an extended dry time. The compound must cure thoroughly and should not be accelerated with the application of heat as this will dry the surface leaving a damp core which may cause the installation of Versa Surface to fail.

Use a mild cleaning detergent/water mixture to clean the installation area and allow drying before proceeding with the installation. For further information please consult “Recommended Levels Of Gypsum Board Finish (GA-214-07)” available at: <http://www.gypsum.org/download.html>

Primers, Paints, and Wallcoverings

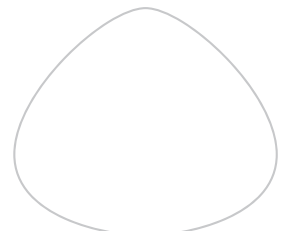
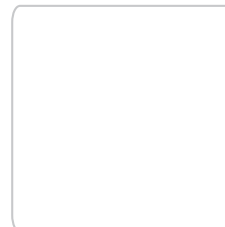
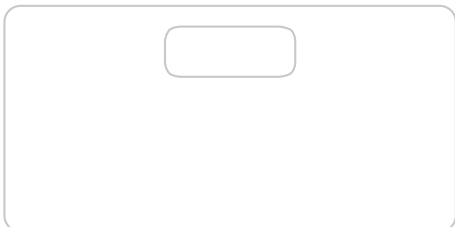
Existing finishes like paint and other wallcoverings should be tested prior to ordering and tested for proper adhesion. To assist in verification of surface compatibility with the Versa adhesive test samples are available.

Some surfaces, including some surfaces offered for dry-erase applications, are finished with a chemical treatment to aid in easy cleaning, or to prevent graffiti. These surfaces may defeat the Versa adhesive and are not suitable for installation.

Allow any surface sealer or finish to fully cure prior to installation of Versa Surface. (Refer to manufacturer guidelines.)

Egan Visual does not take responsibility for installation.

To obtain superior adhesion and Versa Surface appearance the installer should pass their hand over the surface to feel for any rough areas, residual dust or bumps. These should be removed prior to moving on to installation. A final sanding with an orbital sander or hand block with **180-220 grit** sandpaper will bring the wall finish to suitable surface quality. **Remove all dust with a damp cloth**, allow surface to dry completely, and proceed with the installation.



Versa Presentation Surface Installation at a Glance

1 Wall Preparation



A

- Remove bumps, protrusions
- Fill cracks, holes



B

- Sand Smooth
- Achieve **Level 4 Wall**



C

- Seal and prime surface
- Allow to **cure fully**



D

- Orbital sand install area
- **180-220 Grit** for smooth finish
- Clean residual dust with a damp cloth and allow to dry thoroughly

2 Locate and Level



A

- Mark top corner for install



B

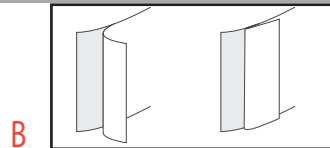
- Mark level top line 24" long **minimum**. A laser level is recommended

3 Reveal Adhesive and Install



A

- Use the supplied "**Pull Tab**" to pull the adhesive liner back



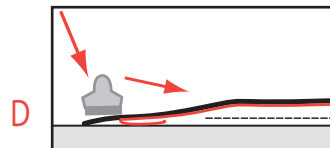
B

- Reveal about **4-5"** of pressure sensitive adhesive the full height of the material and fold back



C

- **Confirm alignment with level line**, and lightly tack the top corner in place



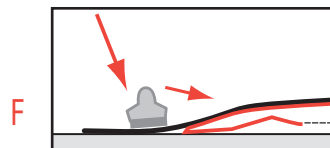
D

- **Use the "Smoother"** to contact the adhesive to the wall. **Flatten** out the liner as you do so



E

- Use smoother to chase out air pockets. **All air pockets must be forced out**



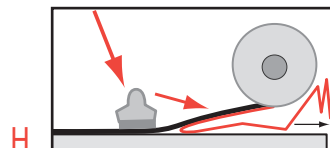
F

- Always **working towards the liner "bump"** will help to keep air pockets from forming



G

- **Repeat Step 3E and 3F**
- Never reveal more than **4-5"** of adhesive to avoid bubble formation



H

- Continue pulling **4-5 inches** of **liner as you proceed**. Liner will have a folded appearance.

4 Check for Air Pockets



- When entire surface is installed run your hand over surface to **feel for air bubbles**

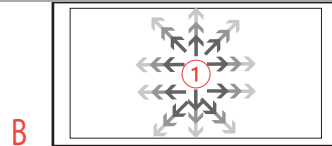


- Cover the blade of the “**Hard Squeegee**” with an EganCloth to protect the EVS surface

5 Remove Air Pockets and Fix Adhesive



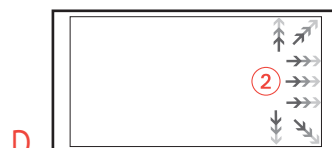
- Use the **hard squeegee** to finalize the installation
- Begin in the **center**



- **Firm and substantial pressure** should be used to chase any air pockets out to an edge



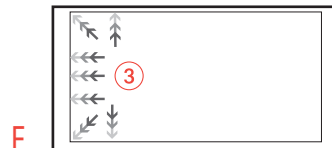
- Work out from **center to edges**, pulling or pushing the air pockets out



- Press firmly on the squeegee towards the edges to **chase out any air** that may be trapped



- You may hear substantial **snaps, crackles and pops** if air is pushed or pulled out the edges



- Working the **opposite side** make sure there are no air pockets locked in before you get to an edge

Step 2 – Locating and Lining up

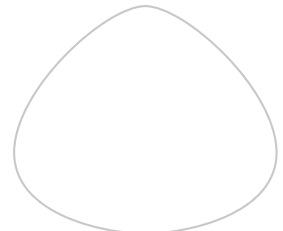
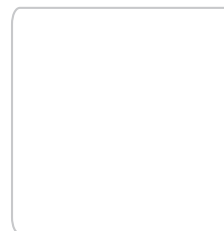
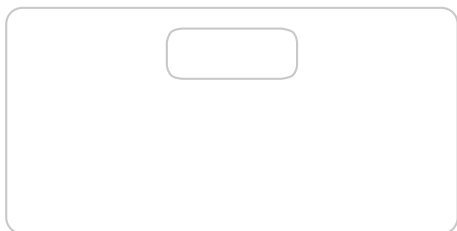
A: Locating the installation for Versa^{Jot}

1. Line up Versa^{Jot} with the release liner still in place. Ensure a proper fit, checking that cutouts and contours match properly.
2. You can use masking tape to create a line up marker by locating a strip of tape on the Versa surface and another on the mounting surface. Position the Versa^{Jot} and draw a line across both pieces of masking tape.

B: Locating the installation for Versa^{Pro}

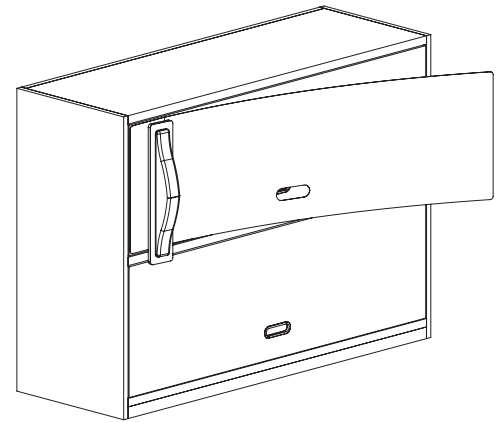
1. Using a level, draw a horizontal level line using a sharp pencil or a chalk line on the wall at the installation height for the Versa surface.
2. Draw a minimum 24" line horizontally from the top-left point of Versa surface installation. Unless a chalk line or laser level is used, **24" is a good guide as the Versa surface will be true all the way if the first two feet horizontally are correctly installed.**
3. Mark the top corner point where the installation will begin.

Remember to record all measurements taken; they will be referenced in step 3.

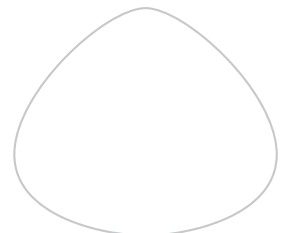
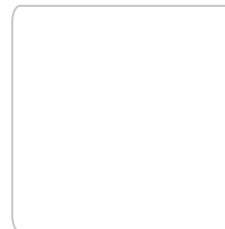
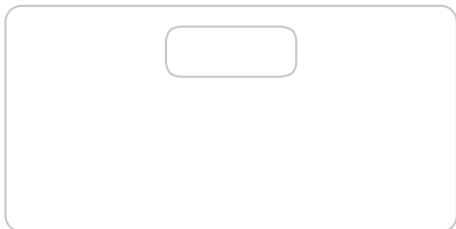


Step 3A – Installing Versa^{Jot}

1. With the adhesive liner face-up apply a pull-tab to the liner at the top right corner. Peel off the release liner and position Versa^{Jot} at the top left corner of the installation.
2. You can use the masking tape line up marks from Step 2a (on page 10) to assist in positioning.
3. Apply the material and smooth top to bottom - left to right with the Smoother. Take care to hold the adhesive away from the mount surface as you progress across with the smoothing down of the Versa surface, 4" to 6" at a time. This will keep air pockets and bubble from forming.
4. To complete the installation, use the squeegee wrapped in a soft cloth. Work from the center point of the installation to firmly chase out any remaining air pockets to nearest edge or corner. Snaps, crackles and pops are typical indications that the air is being released.

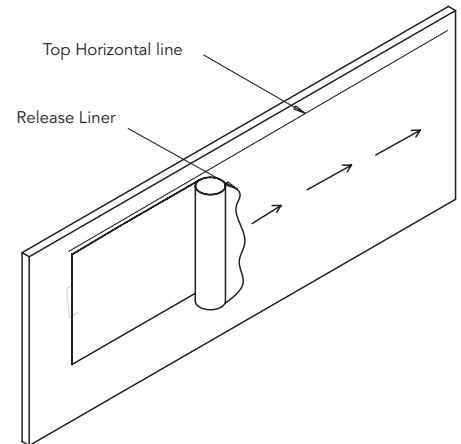


NOTE: Versa^{Jot} installations larger than 3' should follow the Versa^{Pro} installation procedures to avoid problems with air pockets.

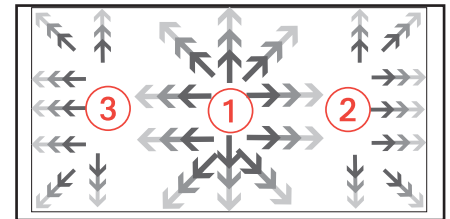


Step 3B – Installing Versa^{Pro}

1. With the adhesive liner face-up apply a pull-tab to the liner at the top right corner. Gently pull the tab up to release a small portion of the liner (4-5") from the adhesive.
2. Versa^{Jot} installations under 36" may be accomplished with of all the Liner removed. Reveal about 4-5" (on the vertical) of adhesive.
3. Gently move the material into position so that the revealed adhesive lines up with the top left marking created in step #2. Take care not to touch the adhesive to itself or any other location.
4. Lightly tack the revealed adhesive to the installation surface along your horizontal guideline.
5. **Use the level to ensure Versa material is correctly positioned.** If the edge is not properly aligned and level the entire installation will drift even further out of alignment. Using the wallcovering smoother work down and right with limited pressure to ensure adhesion. Smooth to the right to release bubbles at the leading edge of the liner. **This action will fold the liner down and provide a safety zone for the air to escape.**
6. While one installer holds the material and pulls the backer away from the adhesive in small 4-5" increments, while the other installer smooths the Versa Surface and progresses with the installation from left to right.
7. Slowly work across the entire installation area in 4-5" sections. If bubbles form at any time carefully use the smoother to even them out.
8. To complete the installation, use the squeegee wrapped in a soft cloth. Work from the center point of the installation to firmly chase out any remaining air pockets to nearest edge or corner. Snaps, crackles and pops are typical indications that the air is being released.
9. Stubborn air bubbles can be worked out with the hard squeegee. Firmly work the bubble out towards the nearest edge. You will hear clear popping or snapping sounds as it emerges out the edge. Pierce the Versa surface with a fine pin to relieve a bubble only as a last resort!



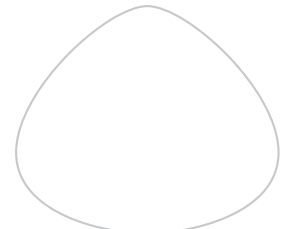
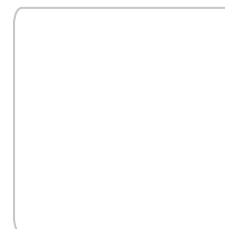
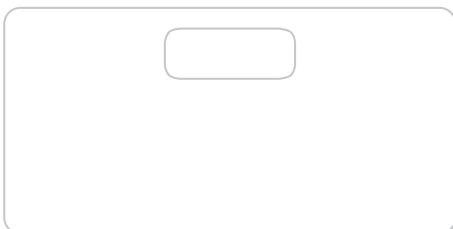
Initial installation is done in 4-5" increments with the "Smoother", working left to right.



Final finishing is accomplished with the "Hard Squeegee" from the center outward to the edges.



For large installations Egan has a Versa Installation Caddy to help hold the weight of longer rolls. This permits a two member crew to work very effectively. VersaPro 54" high weighs about 1 lb. per foot .



Fit and Finish Expectations for Versa^{Jot} and Versa^{Pro}

Versa^{Jot} and Versa^{Pro} are .0225 " thick to provide the substantial and smooth surface. These products are not vinyl wallpaper and expectations should be in line with the product's unique attributes. Versa^{Jot} and Versa^{Pro} are intended to be installed only on flat surfaces. The material is thick and very durable and will not stretch or fold around site features such as corners or curves.

Caulking should be considered at edges which may have minimal gaps, or when corners or edges will not have top molding specified.

Trimming Versa^{Pro}

Remember that Versa^{Pro} is a substantial product. Force will need to be exerted in an even fashion to cut through the material. Be sure to use a good quality utility knife, and to change blades frequently. Egan recommends that a substantial straight edge be used with 2 or more passes of the knife to achieve a clean and suitable field cut. Where practical, cuts should be done on a horizontal, flat surface.

Straight Trim

In the event that a field straight trim is required, we suggest that trims be made carefully with a good quality straight edge firmly held in place. Taping the edge in place and using a fresh blade for every incision is recommended to ensure a clean precise cut. A slow careful pull with a fresh blade will prevent a costly accident. Begin with a starter cut and follow with a second deeper cut for best effectiveness. Take the time needed, it will pay in the quality of the finished job.

Double-Cuts

Double-cuts are not recommended as the adhesive should not come into contact with the EVSTM surface. For applications that require this type of coverage we suggest EganWall Presentation Wallcovering, which uses a wallpaper paste adhesive installation method. Contact Egan Customer Service at 1-800-263-2387 for more information.

Don't Forget EganCloth!



Use the EganCloth to remove dry-erase markings.



The EganCloth traps dry-erase dust, keeping it on the cloth and off hands, clothing, walls and carpets.



Used a permanent marker by mistake? Take an Egan Marker, scribble over the permanent marking, wait a minute, then use an EganCloth to clean.

Versa Presentation Surfaces are Guaranteed to Clean!

The high-quality, dry-erase EVS cleans so effectively, it even withstands the accidental use of permanent markers. Here are some “Do’s and Don’ts” to ensure the performance of your EVS.

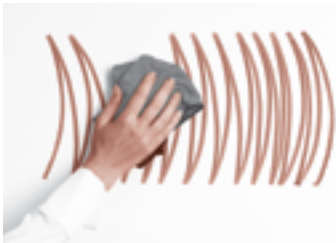
Do’s

- Solvent (Ketone) based dry-erase markers such as EganMarkers and Expo Dry Erase Markers
- Regular cleaning will prevent dirt and filmy build that can impede performance.
- Use EganCloth, to trap dry erase dust in the micro-fibers. Occasional cleaning with a damp EganCloth will help maintain a clean surface.
- Remove all dry-erase markings from surface with an EganCloth before applying ammonia based spray glass cleaner.
- Use ammonia based spray glass cleaner to remove residue. Stubborn marks may be removed with isopropyl alcohol.

Don’ts

- Do not use Low odor water-based markers like Expo2. These take longer to dry, leaving behind a smudgy film when erased.
- Do not leave EVS dusty and dirty as this can build up to a stubborn film that will require a thorough cleaning.
- Do not spray the ammonia based glass cleaner with markings on surface. Remove all markings before cleaning.
- Do not use a non-ammonia based glass cleaner when cleaning as it may leave a residue.

Maintaining Versa Surfaces–Dust Free and Clean



- Use the EganCloth to remove dry-erase markings. Day to day use may cause a build up which can be removed with an ammonia based glass cleaner.

- The EganCloth traps dry-erase dust, keeping it on the cloth and off hands, clothing, walls and carpets.

- Permanent marker cleans off with a scribble of EganMarker, wait a minute, then use an EganCloth to clean. Stubborn marks may be removed with isopropyl alcohol.

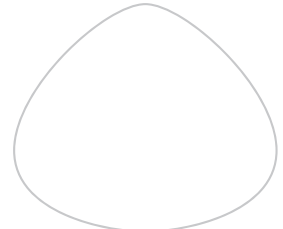
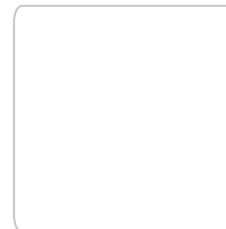
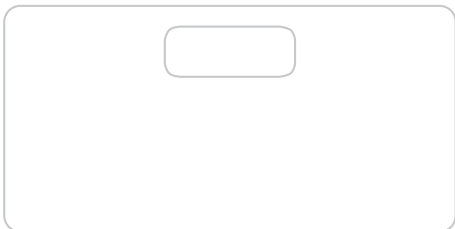
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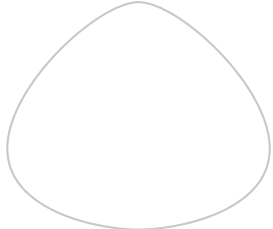
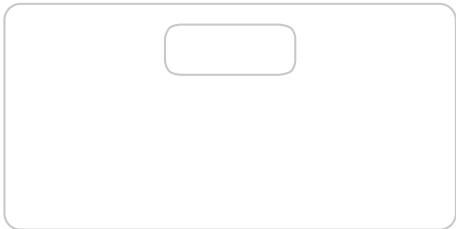


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Notes



Have Questions?

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